

# PHA Plans

## Streamlined Annual Version

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian  
Housing

OMB No. 2577-0226  
(exp. 06/30/2006)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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# Streamlined Annual PHA Plan for Fiscal Year: 2007

## PHA Name: Minot Housing Authority

**NOTE:** This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

0 0.00 0.00 0.00 0.00 1502

#VALUE Total Estimate 0.00 Total Actual C 0.00

#VALUE 0.00 0.00 0.00

#VALUE Original Revised Funds Funds

0 0.00 0.00 Obligated Expended

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Participating PHA 1:	0.00	0.00	0.00	0.00	
Participating PHA 2:	0.00	0.00	0.00	0.00	
Participating PHA 3:	0.00	0.00	0.00	0.00	

### PHA Plan Contact Information:

Name: Tom Pearson Phone: 701-852-0485, Ext:103

TDD: 1-800-366-6889 Email (if available): mha@srt.net

### Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)

☒ PHA's main administrative office ☐ PHA's development management offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No

If yes, select all that apply:

☒ Main administrative office of the PHA

☐ PHA development management offices

☐ Main administrative office of the local, county or State government

☐ Public library ☐ PHA website ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at (select all that apply)

☒ Main business office of the PHA ☐ PHA development management offices

#VALUE Other (list below) 0.00 Total Actual C 0.00

**Streamlined Annual PHA Plan**  
**Fiscal Year 2007**  
[24 CFR Part 903.12(c)]

**Table of Contents**  
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

**A. PHA PLAN COMPONENTS**

- ☐ 1. Site-Based Waiting List Policies  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- ☒ 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- ☐ 3. Section 8(y) Homeownership  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- ☐ 4. Project-Based Voucher Programs
- ☒ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- ☒ 6. Supporting Documents Available for Review
- ☒ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☒ 8. Capital Fund Program 5-Year Action Plan

**B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions;** and

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

## **1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Site-Based Waiting Lists-Previous Year**

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

<b>Site-Based Waiting Lists</b>				
<b>Development Information:</b> (Name, number, location)	<b>Date Initiated</b>	<b>Initial mix of Racial, Ethnic or Disability Demographics</b>	<b>Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL</b>	<b>Percent change between initial and current mix of Racial, Ethnic, or Disability demographics</b>

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

### **B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. ☐ Yes ☒ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

### **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status
a. Development Name:
b. Development Number:
c. Status of Grant: <input type="checkbox"/> Revitalization Plan under development <input type="checkbox"/> Revitalization Plan submitted, pending approval <input type="checkbox"/> Revitalization Plan approved <input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. ☐ Yes ☐ No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:
4. ☐ Yes ☐ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5. ☐ Yes ☐ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria:

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- ☐ Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

☐ Yes ☒ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
  - ☐ low utilization rate for vouchers due to lack of suitable rental units
  - ☐ access to neighborhoods outside of high poverty areas
  - ☐ other (describe below):
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

#### **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (provide name here)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)



## 6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

## 7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Minot Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: ND 06P 017 501-06 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2007
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00			
2	1406 Operations	20,000.00			
3	1408 Management Improvements	51,000.00			
4	1410 Administration	37,000.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	0.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	20,717.00			
10	1460 Dwelling Structures	179,500.00			
11	1465.1 Dwelling Equipment—Nonexpendable	4,000.00			
12	1470 Nondwelling Structures	2,000.00			
13	1475 Nondwelling Equipment	20,000.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	0.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	0.00			
20	1502 Contingency	4,000.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	338,217.00			
22	Amount of line 21 Related to LBP Activities	0.00			
23	Amount of line 21 Related to Section 504 compliance	17,000.00			
24	Amount of line 21 Related to Security – Soft Costs	45,000.00			
25	Amount of Line 21 Related to Security – Hard Costs	0.00			
26	Amount of line 21 Related to Energy Conservation Measures	16,500.00			

## 7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Minot Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: ND 06P 017 501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>ND-017-002</b>	Parking Lot Upgrades	1450	3 Lots	2,000.00				
Milton Young	Install Eco-Bulbs / Apts	1460	Multiple	8,500.00				
	Plumbing Upgrades	1460	Multiple	5,000.00				
	HCP Apt / Access Routes Upgrade	1460	Multiple	14,000.00				
	Appliance Upgrades	1465 1	Multiple	3,000.00				
<b>ND-017-005</b>	Floor Covering	1460	Multiple	12,000.00				
	Furnace & Water Heaters	1460	Multiple	8,000.00				
	Interior Upgrades (door, trim)	1460	Multiple	7,000.00				
	Garage Project	1460	Multiple	84,000.00				
	Bathroom Upgrades	1460	Multiple	38,000.00				
	HCP Upgrades	1460	1	3,000.00				
	Appliance Upgrades	1465 1	Multiple	1,000.00				
<b>PHA WIDE</b>	Operations	1406		20,000.00				
	Administration	1410		37,000.00				
	Site Work Concrete/Landscaping	1450	Multiple	18,717.00				
	Community Space Upgrades	1470	Multiple	2,000.00				
	Office Furniture & Equipment	1475 1	Multiple	2,000.00				
	Maint. Tools & Equipment	1475 2	Multiple	2,000.00				
	Com Space Equip & Furniture	1475 4	Multiple	12,000.00				
	Hardware Improvements	1475 4	Multiple	4,000.00				
	Contingency	1502		4,000.00				
<b>MANAGEMENT</b>	Security Guard Service	1408		45,000.00				
	Training: Prentive Maint & CFP	1408		5,000.00				
	Computer Software	1408		1,000.00				
			<b>TOTAL</b>	<b>338,217.00</b>				

## **7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

### **Annual Statement/Performance and Evaluation Report**

### **Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

### **Part III: Implementation Schedule**

PHA Name: <b>Minot Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>ND 06P 017 501-06</b> Replacement Housing Factor No:					Federal FY of Grant: 2007
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>ND-017-002</b>	07-18-09			07-18-11			
Milton Young & MHA Office Bldg.							
<b>ND-017-005</b>	07-18-09			07-18-11			
Family Housing							
<b>PHA WIDE</b>	07-18-09			07-18-11			
<b>MANAGEMENT</b>	07-18-09			07-18-11			

## 8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Minot Housing Authority				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2  FFY Grant: <b>2008</b> PHA FY: Jan-Dec '08	Work Statement for Year 3  FFY Grant: <b>2009</b> PHA FY: Jan-Dec '09	Work Statement for Year 4  FFY Grant: <b>2010</b> PHA FY: Jan-Dec '10	Work Statement for Year 5  FFY Grant: <b>2011</b> PHA FY: Jan-Dec '11
	Annual Statement				
ND-017-002		97,000.	129,000.	126,000.	110,000.
ND-017-005		102,000.	74,000.	91,000.	56,000.
PHA WIDE		73,217.	64,217.	53,217.	90,217.
OPERATIONS		20,000.	20,000.	20,000.	20,000.
MANAGEMENT		46,000.	51,000.	48,000.	52,000.
CFP Funds Listed for 5-year planning		338,217.	338,217.	338,217.	338,217.
Replacement Housing Factor Funds					

## 8. Capital Fund Program Five-Year Action Plan

### Capital Funds Program Five – Year Action Plan

#### Part II: Supporting Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2008 PHA FY: Jan – Dec 2008			Activities for Year: 3 FFY Grant: 2009 PHA FY: Jan – Dec 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	<b>ND-017-002</b>	<b>Interior Upgrades</b> (includes but not limited to)		<b>ND-107-002</b>	<b>Interior Upgrades</b> (includes but not limited to)	
See	Milton Young	Bathroom Upgrades	63,000.	Milton Young	Bathroom Upgrades	93,000.
Annual	Towers & MHA	Flooring Upgrades	20,000.	Towers & MHA	Flooring Upgrades	20,000.
Statement	Office Building	Appliance Upgrades	2,000.	Office Building		
		HCP Access Upgrades	10,000.		New Entrance Doors and Hardware (Lobbies)	5,000.
		<b>Exterior Upgrades</b> (includes but not limited to)			Upgrade Lighting Fixtures (MHA office)	2,000.
		Parking Lot Upgrades	2,000.		Renovate above ceiling/NE entrance/MHA Off.	4,000.
					Upgrade Staff Restrooms / MHA Office	4,000.
		<b>SUBTOTAL</b>	<b>97,000.</b>		<b>SUBTOTAL</b>	<b>129,000.</b>
	<b>ND-017-005</b>	<b>Interior Upgrades</b> (includes but not limited to)		<b>ND-017-005</b>	<b>Interior Upgrades</b> (includes but not limited to)	
	Family Housing	Appliance Upgrades	2,000.	Family Housing	Appliance Upgrades	2,000.
		Floor Covering	12,000.		Floor Covering	12,000.
		Furnaces / Water Heaters	5,000.		Furnaces / Water Heaters	5,000.
		Replace interior doors, trim, hardware, etc.	5,000.		Replace interior doors, trim, hardware, etc.	7,000.
		<b>Exterior Upgrade</b> (includes but not limited to)			Concrete Drives & Sidewalk Upgrades	11,000.
		Garage Project	36,000.		<b>Exterior Upgrade</b> (includes but not limited to)	
		Concrete Drives & Sidewalk Upgrades	6,000.		Garage Project	37,000.
		Replace Ext. Doors, Locks, & Storm Doors	36,000.		<b>SUBTOTAL</b>	<b>74,000.</b>
		<b>SUBTOTAL</b>	<b>102,000.</b>			
	<b>PHA WIDE</b>	Administration	34,000.	<b>PHA WIDE</b>	Administration	37,000.
		Site Work / Landscape/Concrete/Driveways	3,000.		Site Work/Landscape/Concrete/Driveways	5,000.
		Community Space Upgrades	3,000.		Community Space Upgrades	3,000.
		Office Furniture / Equipment	2,000.		Office Furniture / Equipment	3,000.
		Community Space Furniture & Equipment	2,000.		Community Space Furniture & Equipment	4,000.
		Computer Hardware (Improve Rent Collect)	3,000.		Computer Hardware / PCs/	4,000.
		Maintenance Vehicle (trade-in)	20,000.		Maintenance Equipment & Tools	3,000.
		Maintenance Equipment & Tools	3,000.		A& E Services	2,000.
		Contingency	3,217.		Contingency	3,217.
		<b>SUBTOTAL</b>	<b>73,217.</b>		<b>SUBTOTAL</b>	<b>64,217.</b>
		<b>TOTAL AMOUNT</b>	<b>272,217.</b>		<b>TOTA: AMOUNT</b>	<b>267,217.</b>

## 8. Capital Fund Program Five-Year Action Plan

Capital Funds Program Five – Year Action Plan						
Part II: Supporting Work Activities						
Activities For Year 1	Activities for Year: 4 FFY Grant: 2010 PHA FY: Jan – Dec 2010			Activities for Year: 5 FFY Grant: 2011 PHA FY: Jan – Dec 2011		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	ND-017-002	Interior Upgrades(includes but not limited to)	86,000.	ND-017-002	Interior Upgrades(includes but not limited to)	43,000.
Annual	Milton Young	Bathroom Upgrades		Milton Young	Bathroom Upgrades	
Statement	Towers & MHA	Upgrade Closet Shelving / MYT apts.		Towers & MHA	Elevator/Elevator Car Upgrades	
	Office Building	Office & Common Area Upgrades		Office Building	Replace Windows and Drapes	
		Upgrade Exterior Signage & Lighting			Upgrade HCP Unit(s) & Accessible Route(s)	
		Upgrade Electrical Panels & Circuits			Rep. Heating Boilers/Pneumatic Air System	
		Remove 4x4 Elevator/renovate area			Door Lock/Card Entry System / MYT	
		Communication System / MYT			Upgrade Door Lock / Latch Assemblies	
		Self-Closing Door Hinges			Install Air Conditioning System / MYT	
		Exterior Upgrade(includes but not limited to)	40,000.		Replace Sump Pump / MHA Office-Basement	
		Replace Tjernaland Heater Ass'y / Roof			Exterior Upgrades(includes but not limited to)	67,000.
		Landscaping / Retaining Walls/ Concrete			Caulk Exterior Control Joints	
		Recondition Stucco Siding & Paint			Roofing Upgrades & Replace 2 Rooftop HVACs	
		Replace ext. door & mail box / NE Entrance			Emergency Generator	
		<b>SUBTOTAL</b>	<b>126,000.</b>		New windows / North addition / MHA office	
	ND-017-005	Interior Upgrades(includes but not limited to)	20,000.		<b>SUBTOTAL</b>	<b>110,000.</b>
	Family Housing	Appliance Upgrades		ND-017-005	Interior Upgrades(includes but not limited to)	46,000.
		Floor Covering		Family Housing	Air Conditioning/Humidifier/Dryer Vent Syst.	
		Furnaces / Water Heaters			Finish Basements / Crawl Spaces	
		Replace interior doors, trim, hardware,etc			Exterior Upgrades(includes but not limited to)	20,000.
		Fire Escapes / 2 –Story Houses			Driveway Upgrades	
		Exterior Upgrades(include but not limited to)	71,000.		Fences / Storage Sheds	
		Garage Project			Convert more units to HCP Accessible	
		Enclosed Entryways			Clothes Line Upgrades	
		Site Work/36 <sup>th</sup> St. SE/St. Widen/S-walks			Relocate Utility Closet, ducts, piping (type 177)	
		Security Lights			Upgrade HCP Unit(s) & Accessible Route(s)	
		<b>SUBTOTAL</b>	<b>91,000.</b>		<b>SUBTOTAL</b>	<b>66,000.</b>
	PHA WIDE	Same as 2008 (less Vehicle Trade-in )	53,217.	PHA WIDE	Same as 2009 (lessA&E Services & add \$28,000 for Skid Loader w/trailer)	90,217.
		<b>SUBTOTAL</b>	<b>53,217.</b>		<b>SUBTOTAL</b>	<b>90,217.</b>
		<b>TOTAL AMOUNT</b>	<b>270,217.</b>		<b>TOTAL AMOUNT</b>	<b>256,217.</b>



## **8. Capital Fund Program Five-Year Action Plan**

## Capital Funds Program Five – Year Action Plan

## **Part III: Supporting Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2008 PHA FY: Jan – Dec 2008			Activities for Year: 3 FFY Grant: 2009 PHA FY: Jan – Dec 2009		
See	OPERATIONS		20,000.	OPERATIONS		20,000.
Annual						
Statement						
	MANAGEMENT			MANAGEMENT		
	Computer Software		1,000.	Computer PHA Software		1,000.
	Security Guard Service		45,000.	Security Guard Service		46,000.
				Training: Preventive Maint/Staff		4,000.
			</			

## **8. Capital Fund Program Five-Year Action Plan**

## Capital Funds Program Five – Year Action Plan

## Part III: Supporting Work Activities

Activities for Year 1	Activities for Year: <b>4</b> FFY Grant: <b>2010</b> PHA FY: <b>Jan – Dec 2009</b>			Activities for Year: <b>5</b> FFY Grant: <b>2011</b> PHA FY: <b>Jan – Dec 2011</b>		
See	<b>OPERATIONS</b>		20,000.	<b>OPERATIONS</b>		20,000.
Annual						
Statement						
	<b>MANAGEMENT</b>			<b>MANAGEMENT</b>		
	Computer Software		1,000.	Computer Software		1,000.
	Security Guard Service		47,000.	Security Guard Service		47,000.
				Training: Preventive Maint/Staff		4,000.
		<b>TOTAL</b>	<b>68,000.</b>		<b>TOTAL</b>	<b>72,000.</b>